

Charlestown Township

Portage County, Ohio

7352 Newton Falls Road, Ravenna, Ohio 44266 Phone: (330) 607-7824

Susan M. Forgacs, Fiscal Officer

Township Board of Trustees Meeting Sign-In

Date: June 23, 2025

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	
Adam Eskridge	Trustee	
Susan Forgacs	Fiscal Officer	
Randy Porter	Fire Chief	
Paul Jalbert	Asst. Fire Chief, Zoning	
Guests		
Name	Address	Signature

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order with the Pledge of Allegiance at 5:30 pm by Mr. Adam Eskridge on Monday, June 23, 2025.

Trustees –Chair Adam Eskridge, Vice-Chair Tim Patrick, Bruce Lange - present; Fiscal Officer- Susan Forgacs - present.

SEALED BID OPENING

Mr. Eskridge opened the sealed bids:

Phillips Paving, LLC - \$107,600

Karvo - \$124,531.25

#10-2025 Mr. Lange made motion to accept the lowest responsive and responsible bidder pending Portage County Engineer's approval. It was seconded by Mr. Patrick. Roll was called; all votes were yes; motion approved.

Bid opening portion of meeting closed at 5:35 pm

BUDGET MEETING

#8-2025 Mr. Patrick made a motion to accept the following budget resolution:

	Fund Balance (Predicted 12/31/2025)	Revenue	Expenditures
General Fund	\$76,284.18	\$163,766	\$169,850
Motor Vehicle License Tax	\$9,400.69	\$2,500	\$11,000
Gasoline Tax Fund	\$259,713.13	\$133,000	\$360,000
Cemetery Fund	\$10,250.86	\$6,000	\$35,000
Fire Fund	\$520.77	\$184,647	\$220,500
Permissive Motor Vehicle Tax Fund	\$57,652.99	\$4,000	\$30,000
Ohio Public Works Commission	\$0	\$111,000	\$111,000
TOTALS	\$343,822.62	\$604,913	\$937,350

It was seconded by Mr. Lange. Roll was called; all votes were yes; motion passed.

REPORTS

Zoning

Mr. Jalbert attended the county seminar.

Roads

Mr. Patrick met with resident at 6193 Vair road who is having issues with the road culvert.

Reports 6613 Garrett Road ditch cleaned up; Asked County Engineers for recommendations on pipe size and culvert replacements.

Cemetery

Mr. Lange reports the cemetery footers are complete.

Park

No report.

Fire Department

Assistant Fire Paul Jalbert reports 102 Fire/EMS calls year-to-date; down 18 calls compared to last year.

Per the chief's recommendation, Mr. Lange made a motion to hire Jacob Strausser, firefighter/paramedic; it was seconded by Mr. Eskridge and passed.

Will be removing flags at July 7; will make list of needed repairs. Will work with Mr. Patrick on upgrading and replacing the brackets.

Mr. Gary Hunsicker invited the fire department to participate in a parade at West Branch campgrounds on July 5 at 12 pm.

Fiscal Officer

#9-2025 Mr. Patrick made a motion to accept the resolution to proceed with placing the 2.5 mill Fire and EMS renewal levy on the ballot; it was seconded by Mr. Eskridge. Roll was called; all votes were yes; motion passed.

Reports researching the new public meeting notice rules; emailed the website that posts government notices but has not had any response

Trustees

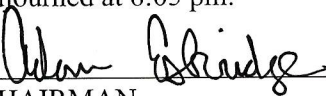
Mr. Lange reports having problems download the security camera files; the Detect Alarm representative was able to finally correct the problem. Mr. Lange to check daily for a while.

Reports that he and Mr. Ed Dean attended the 2025 County Officer meeting in Westerville. There were 2 speakers discussing the property tax concerns; they may be invited to attend one of the Portage County Township meetings.

Mr. Eskridge received zoning questions on website that he referred to Mr. Jalbert.

Mr. Eskridge moved to pay bills. Mr. Lange seconded. All votes were yes, motion carried.

Mr. Eskridge moved to adjourn. Mr. Lange seconded. All votes were yes, motion carried. The meeting adjourned at 6:05 pm.



CHAIRMAN



FISCAL OFFICER

**BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO**

Resolution # 8-2025

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a Budget meeting on June 23, 2025 at the Charlestown Town Hall with the following Members present:

Mr. Adam Eskridge, Chair
Mr. Tim Patrick, Vice-Chair
Mr. Bruce Lange, Trustee

Mr. Patrick moved for the adoption of the following Resolution:

RESOLVED: To adopt the 2026 budget as follows:

	Fund Balance (Predicted 12/31/2025)	Revenue	Expenditures
General Fund	\$76,284.18	\$163,766	\$169,850
Motor Vehicle License Tax	\$9,400.69	\$2,500	\$11,000
Gasoline Tax Fund	\$259,713.13	\$133,000	\$360,000
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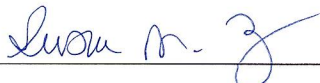
Mr. Eskridge seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Adam Eskridge: Yea
Tim Patrick: Yea
Bruce Lange: Yea
Adopted: June 23, 2025

The State of Ohio, Portage County,

I, Susan Forgacs, Fiscal Officer of Charlestown Township, do hereby certify that the foregoing is taken and copied from the Record of Proceedings of Charlestown Township, that the same has been compared by me with the Resolution of said Record and that it is a true and correct copy thereof.

_____, Fiscal Officer

**BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO**

Resolution #9-2025

**RESOLUTION TO PROCEED WITH A RENEWAL LEVY
FOR THE PURPOSE OF A TAX IN EXCESS OF THE TEN MILL LIMITATION**

The Board of Trustees of the Township of Charlestown, Portage County, Ohio met at a regular session on June 23, 2025 at Charlestown Townhall with the following members present:

Mr. Adam Eskridge, Chair
Mr. Tim Patrick, Vice Chair
Mr. Bruce Lange, Trustee

Mr. Tim Patrick moved the adoption of the following resolution:

WHEREAS, on the 9th day of June, 2025, the board of trustees passed a resolution declaring the necessity, for the purpose described in RC 5705.19(A), to renew a levy a tax in excess of the ten-mill limitation at a rate of 2.5 mills for each one dollar of valuation.

WHEREAS, the Portage County Auditor has certified to the board of trustees that the dollar amount of revenue that would be generated by the 2.5 mill renewal tax levy per one dollar (\$1) taxable value, which amounts to thirty-seven dollars (\$37) for each one hundred thousand dollars of valuation (\$100,000) of the county auditor's appraised value, will be \$45,877 annually, assuming the taxable value of the subdivision remains constant throughout the life of the levy.

RESOLVED, by the board of trustees, with at least two-thirds of all members elected thereto concurring, that the board desires to proceed with the submission of the question of a renewal tax levy on the entire territory of Township of Charlestown, Portage County, Ohio at the rate of 2.5 mill for each one dollar of valuation, which amounts to \$0.25 (25 cents) for each one hundred dollars of valuation, to the electors of the Charlestown Township in its entirety; be it further,

WHEREAS, currently there is a 2.5 mill levy in excess of the ten mill limitation for the benefit of Charlestown Township for the purpose of "fire and EMS" services as set forth more fully in R.C. 5705.19(I), which was a levy placed before the electorate in 2020, and a renewal thereof requires a vote of the people pursuant to R.C. 5705.19(I), R.C. 5705.191, and R.C. 5705.25.

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to levy a renewal of **2.5 mill**, to constitute a tax in excess of the ten mill limitation levied upon the entire territory of the Township of Charlestown, and for the benefit of the Township of Charlestown under R.C. 5705.19(I) for the following purpose:

For providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such staff

under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs;

As provided by Ohio Revised Code Section 5705.19(I) at a rate not to exceed 2.5 mill for each one dollar of taxable value, for the tax years 2025, 2026, 2027, 2028 and 2029

RESOLVED, that the tax levy will be for 5 years and will include a levy on the tax list commencing in the tax year 2025 first due in calendar year 2026, if approved by a majority of the electors voting thereon.

RESOLVED, the question of such renewal tax levy shall be submitted to the electors of the Charlestown Township in its entirety at the election to be held therein on November 4, 2025.

RESOLVED, that the Township Fiscal Officer is hereby directed to certify, not less than 90 days prior the general election, to the Board of Elections, Portage County, Ohio, a copy of the resolution of necessity dated June 9, 2025, along with a copy of this resolution to proceed, together with the certification on the Portage County Auditor, and notify the board of elections to cause notice of the election on the question of levying the tax to be given as required by law.

RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Mr. Adam Eskridge seconded the motion and the roll was called on the question of its adoption. The vote was as follows:

Adam Eskridge:	Yea
Tim Patrick:	Yea
Bruce Lange:	Yea


Adopted June 23, 2025

CERTIFICATE

State of Ohio, Portage County

I, Susan Forgacs, Fiscal Officer of the Township of Charlestown, Portage County, Ohio, certify that the foregoing Resolution No. 9-2025 is taken and copied from the record of proceedings of the Charlestown Township Board of Trustees, and that it has been compared by me with the resolution on the record and is a true copy.

Date June 23, 2025



Fiscal Officer
Township of Charlestown, Portage County, Ohio